



SEPTEMBER 2006 WORKSHOPS

MON	TUE	WED	THU	FRI
				1 Construction Trades (CAP) Job Club 2 – 4
4	5 Informational Workshop 9 – 10:30 CALJOBS Training Workshop 9 – 10	6 Construction Trades Orientation 10 – 11 Resume Preparation Workshop 10 - 12	7 Skills Transference Workshop 10 - 12 <i>College & Financial Aid</i> 1 – 2	8 Construction Trades (CAP) Job Club 2 – 4
11	12 Informational Workshop 9 – 10:30	13 Construction Trades Orientation 10 – 11 Resume Preparation Workshop 10 - 12	14 Interviewing Skills Workshop 10 - 12 <i>College & Financial Aid</i> 1 – 2	15 Veterans Workshop 8 - 12 Construction Trades (CAP) Job Club 2 – 4
18 <i>Benefits & Work Planning Workshop</i> 11 - 12	19 Informational Workshop 9 – 10:30	20 Job Search Workshop 9 – 12 Construction Trades Orientation 10 – 11 Resume Preparation Workshop 10 - 12	21 Skills Transference Workshop 10 - 12	22 Construction Trades (CAP) Job Club 2 – 4
25	26 Informational Workshop 9 – 10:30	27 Construction Trades Orientation 10 – 11 Resume Preparation Workshop 10 - 12	28 Job Search Workshop (Spanish) 8:30 – 12 Interviewing Skills Workshop 10 - 12 <i>College & Financial Aid</i> 1 – 2	29 <i>Employ the Older Worker Celebration</i> 9 - 1 Construction Trades (CAP) Job Club 2 – 4
<p>Workshops are subject to cancellations. Scheduled customers will be notified of changes and calendar revisions. As to not distract from the content of the workshops, we ask that you not bring children to these activities.</p> <p>CALL (562) 570-3799 TO SIGN-UP FOR WORKSHOPS OR STOP BY THE FRONT DESK</p>				

Equal Opportunity Employer/Program. Auxiliary aids and services available upon request to individuals with disabilities. TDD (562) 570-4629

WORKSHOPS

To make a reservation, please call (562) 570-3799

CalJOBS Training Workshop

Information and guidance on CalJOBS program functions including: Resume Entry, search by Objectives and Categories, and Job Scout Automatic Search activation.

College & Financial Aid

Get information on scholarships and other available financial aid, tips on completing application forms, and referrals to community agencies, schools, and job training programs.

Construction Trades Orientation

Learn about the 10 weeks of Pre-Apprenticeship Construction Training, RSO Training, HAZWOPER, CPR/First Aid Training, tips on Industry Trends and Employment, Career Development and much more.

Dress for Success

First impressions are important, so learn how to impress a prospective employer with how you dress and present yourself.

How to Market Yourself at a Job Fair

Learn how to market yourself to employers and maximize your opportunities for employment at job fairs.

Informational Workshop

Come learn about the various programs and services available at the Career Transition Center to help you.

Internet Job Search Club

In these times, the Internet can be key to unlocking job search secrets. Come learn how to use the Internet as an effective research tool and network with other job seekers.

Interviewing Techniques

The best-qualified candidate can lose the job opportunity to someone who excels in the interview. In this session learn how to "shine" during the selection process.

Job Search Workshop

Go from A to Z on looking for work, starting with barriers to employment, where to look for work, attitude, resume, and interviewing skills.

Job Search Workshop (In Spanish) Una Session Para Buscar Trabajo (En Espanol)

Necesita ayuda con su curriculo? Necesita ideas para contestar preguntas en la entrevista o en las aplicaciones? Necesita algunas ideas para tomar exámenes?

Resumé Preparation

Resumes have changed significantly in the last decade. Their purpose is different; their formats are transformed. In this session learn the latest information about how to create eye-catching resumes.

Self-Esteem -

Believe in Yourself & Your Job Search

Don't let yourself be held back by insecurity or embarrassment. A fun and interactive workshop to help you overcome challenges that hold you back.

Skills Transference Workshop

Learn how you can transfer your skills into a new career or occupation.

What College is Best for You?

Find out what college options best suit you and your needs, including where to go, what to go for, and how to go about applying.

Veterans Workshop

Information of VA eligibility, education programs, veteran ID cards, medical, compensation and pension services, women's veteran programs, home loans, inpatient/outpatient services, and CalJOBS enrollment.